



# ASSOCIATION FOR THE STUDY OF AFRICAN AMERICAN LIFE AND HISTORY, INC.<sup>®</sup>

301 RHODE ISLAND AVE., NW SUITE 2204, WASHINGTON, DC 20001

P 202.238.5910 | W [www.asalh.org](http://www.asalh.org)

## ASALH

EC Agenda

December 16, 2021

7:08p

Karsonya Wise Whitehead, Sylvia Cyrus, Annette Palmer, Jeff Banks. Sundiata Cha-Jua, Edna Greene Medford, Gilbert Smith. Gladys Mack, Gladys Gary Vaughn, Valerie Holt, Anita Shepherd. Anton House, Barbara Spencer Dunn. Camesha Scruggs, Gloria Browne Marshall, Moses Massenburg, Randal Maurice Jelks, Susan Sims Marsh, Tara White, Zebulon Miletsky, Natanya Duncan, Ida Jones, Lopez Matthews, Lionel Kimble, Arwin Smallwood, Zende Clark, Tina McIntyre (for Budget Report)

I. **Motion:** *Moved by Natanya Duncan to adopt the Agenda be adopted with any necessary corrections. Jeff Banks seconded. Adopted by consensus.*

II. President's Report, President Evelyn Brooks Higginbotham  
Commendation of outgoing and incoming council members.

<https://asalh.org/members/executive-council-officers/>

### Notes:

Asked members to share a memory of Edgar Allen Brookings, II

-Gladys Gary Vaughn: the 2022 Black History Month festival will be dedicated to Edgar Allen Brookings, II

-President Higginbotham asked for a moment of silence (15 seconds)

-Thank you to all of the outgoing members

III. Adoption of minutes ( Sept., Oct., and Nov.), Karsonya Wise Whitehead

<https://asalh.org/asalh-monthly-executive-council-meeting/#1636514205947-c66715df-3598>

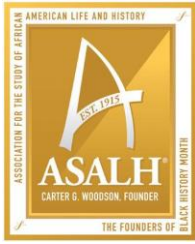
**Motion:** *Moved by Gladys Gary Vaughn to adopt the September Minutes with necessary corrections. Gladys Mack seconded. Motion Passed*

**Motion:** *Moved by Randal Jelks to adopt the October Minutes with necessary corrections. Natanya Duncan seconded. Motion Passed*

**Motion:** *Moved by Natanya Duncan to adopt the November Minutes with necessary corrections. Gladys Gary Vaughn seconded. Motion passed*

*Corrections: Built into his original correction, Pero Dagbovie doesn't want to continue as JAAH Editor for three years, he wants to commit for two years (he wants to work Marvin and publication committee to start early to look for a new editor.*

*Gilbert Smith: \$1.49M is the total cash balance; more revenue than expenses*



# ASSOCIATION FOR THE STUDY OF AFRICAN AMERICAN LIFE AND HISTORY, INC.<sup>®</sup>

301 RHODE ISLAND AVE., NW SUITE 2204, WASHINGTON, DC 20001

P 202.238.5910 | W [www.asalh.org](http://www.asalh.org)

## IV. Financial Update - Gilbert Smith

**Motion:** Moved by the Audit and Finance Committee to approve the contracts and expenses for the 2022 Howard/Mellon Grant contractors for the month of January at \$23,300.  
*Motion Passed*

### **Rationale Regarding the 2022 Howard Contract**

ASALH received verbal approval from Howard to move forward with the Mellon Grant from Howard and to execute the scope of work in the grant proposal for 2022.

The discussion during the A&F Committee was to move forward with the work by contracting with the PM (Michelle Poucheau), her two assistants, and Dr. Brook (creator of elements needed for the Black history Kit) effective 1.1.22. The A&F Committee has agreed to move forward with these contracts for January. This proposal is being recommended for approval by Planning and forwarded to the EC for action.

This grant requires that ASALH expend all funds upfront and receive reimbursement from Howard. As a result, an invoice will be created for January which will include the contractors and any other approved reimbursable expenses during the month. It may take Howard a bit more time to pay the invoice, but we have every reason to believe that the invoice will be paid. Michelle P. will work with the AP team at Howard in January to confirm these terms.

Additionally, contractors submit invoices once a month, after the end of the month. The invoice for work completed in January will be received in February and will appear on the February invoice to Howard.

## V. Unfinished Business

- a. Adoption of 2022 Budget - Gladys Mack Motion to adopt Budget (Gloria Abstain)  
<https://asalh.org/wp-content/uploads/2021/11/ASALH-2022-Budget-Working-Draft-As-of-10-27-21.pdf>
- b. Membership Report - Status of Branches- Barbara Dunn  
<https://docs.google.com/spreadsheets/d/1MAiO1j-ecMtW0MXfdbIDuBB5nak2ml1bApBv3Yt0ArE/edit?usp=sharing>

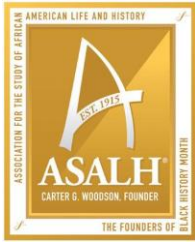
Follow Up on the individual Branch votes:

Sullivan Branch: Motion passed with One No

Cleveland Branch: Motion passed 13Y; 9N

Chicago Branch: Moved from probationary status and will have until January 31 to meet the requirements. Motion passed; 1Abs

Central VA Organizing Branch: Motion passed 14Y; 5N



# ASSOCIATION FOR THE STUDY OF AFRICAN AMERICAN LIFE AND HISTORY, INC.®

301 RHODE ISLAND AVE., NW SUITE 2204, WASHINGTON, DC 20001

P 202.238.5910 | W [www.asalh.org](http://www.asalh.org)

Notes:

## December 31

Sullivan County Branch: their membership will be revoked, and the Branch will be dissolved  
C. Delores Tucker Branch, the Committee expects them to have everything completed and they will be removed from probation

## January 31

Cleveland Branch: their deadline will be extended to May 15, to meet all essential requirements

Chicago Branch: the Committee recommends that they do not get on probation; they will have until Jan 31, 2022

Central VA Organizing Branch: they will be removed from the ASALH website

Carter G Woodson Branch, WDC: recommend no action taken against them as completing all of their actions

TABLED UNTIL TUESDAY, DEC 21 @ 7P

c. Black History Month Festival Update Gladys Vaughn

<https://asalh.org/family-history/>

d. Academic Committee Report - Lionel Kimble/Tara White

[https://asalh.org/wp-content/uploads/2021/12/APC\\_Report\\_11292021-2.pdf](https://asalh.org/wp-content/uploads/2021/12/APC_Report_11292021-2.pdf)

c. Family History Project - Lionel Kimble/Sylvia Cyrus

## VI. Announcements

Executive Council Members, Class of 2022, and Class of 2023:

As we begin our administrative preparations for 2022, we are asking that all Executive Council members of the class of 2022, and the class of 2023, sign *The ASALH Executive Council Performance Agreement\**, the *ASALH Executive Council Code of Ethics*, and the *Conflict of Interest* Form and submit them to the Executive Director, Ms. Sylvia Cyrus at [scyrus@asalh.org](mailto:scyrus@asalh.org) before January 1, 2022.

[Code of Ethics ASALH-Oct. 2020.doc](#)

[CONFLICT OF INTEREST POLICY.docx \(asalh.org\)](#)